
Clinical Medical Assistant

Objective: This program includes extensive instruction in medical terminology, medical office procedures, anatomy and physiology, basic healthcare math, medical insurance and coding and detailed pharmacology by body systems. In addition to clinical procedures, qualified students participate in a 168-hour externship. Students completing this course are prepared for front or back office medical assisting positions in doctor's offices, hospitals (such as diagnostic testing and outpatient areas), health centers, and other medical institutions. Students will be confident in learning to perform a variety of administrative, laboratory, and clinical duties. Emphasis on vocational training is consistent with the mission of the College.

Note: All units in this program are transferable to the Specialized Associate Degree – Clinical Medical Professional program.

Department of Labor Standard Occupational Classification (SOC) Code(s): 31-9092.00 - Medical Assistants.

CIP Code: 51.0801 – Medical/Clinical Assistant.

Expected Educational Outcomes: Upon completing the Clinical Medical Assistant program, students will have demonstrated:

1. The critical skills necessary to properly perform the various clinical duties using universal precautions (a set of guidelines set forth by OSHA). These skills include recording vital signs and conducting an array of diagnostic tests such as ECGs, as well as performing venipuncture, giving injections, urinalysis, as well as assisting with patient procedures.
2. The critical skills necessary to properly handle front office procedures including patient scheduling, clerical skills, and processing insurance claim forms.
3. Expanded focus regarding current medical issues such as laws, ethics, insurances, scope of practice, and electronic health records.
4. The important role and responsibilities of an administrative/clinical medical assistant including professionalism and critical thinking in all aspects of providing patient care and education.
5. Readiness to sit for the California Certified Medical Assistant, Registered Medical Assistant, or National Certified Medical Assistant exam to become a Certified Medical Assistant.

Diploma awarded upon successful completion of all graduation requirements.

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Empire College
Business – Law – Technology – Medical

Clinical Medical Assistant

Program Outline: Requirements for Graduation

Class No.	Class Title	Qtr.		Class No.	Class Title	Qtr.	
		Hours	Units			Hours	Units
BMN141	Math Review	24	1.0	MDN166A	Phlebotomy and Urinalysis	24	2.0
CMN100	Computer Literacy	24	1.0	MDN166B	Phlebotomy and Urinalysis		
CMN127B	Introduction to Word I	24	1.0		Skills Lab A	24	1.0
CMN310K	Comprehensive Outlook	24	1.0	MDN166C	Phlebotomy and Urinalysis		
ENN101A	Business English - Grammar	24	2.0		Skills Lab B	24	1.0
ENN101B	Business English - Punctuation	24	2.0	MDN250	Medical Office Procedures I	24	2.0
ENN300A	Business Correspondence I	24	1.0	MDN251	Medical Office Procedures II	24	2.0
GBN050	Information Literacy	24	2.0	MDN255	Medical Assisting Certification Exam Preparation	24	1.0
GBN101	Career Transitions	24	2.0	MDN301A	Diagnostic Coding I	24	2.0
GBN200A	Human Relations I	24	2.0	MDN302A	MediSoft I	24	1.0
GBN200B	Human Relations II	24	2.0	MDN302B	MediSoft II	24	1.0
MDN150	Anatomy and Physiology I	24	2.0	MDN305	Medical Insurance Plans	24	2.0
MDN151	Anatomy and Physiology II	24	2.0	MDN308A	Electronic Health Records I	24	1.0
MDN152	Anatomy and Physiology III	24	2.0	MDN308B	Electronic Health Records II	24	1.0
MDN161A	Medical Terminology I	24	2.0	MDN400B	Medical Career Preparation	24	1.0
MDN161B	Medical Terminology II	24	2.0	MDN401 *	Medical Externship	168	5.5
MDN162A	Introduction to Medical Assisting I	24	1.0	PHN101	Ethics in Technology and Society	24	1.0
MDN162B	Introduction to Medical Assisting II	24	1.0	RXN141A	Basic Health Care Math	24	2.0
MDN162C	Introduction to Medical Assisting III	24	1.0	RXN175A	Principles of Pharmacology	24	2.0
MDN163A	Injections and Surgical Assisting	24	2.0	RXN185A	Pharmacology by Body Systems I	24	2.0
MDN163B	Injections and Surgical Assisting Skills Lab A	24	1.0	RXN185B	Pharmacology by Body Systems II	24	2.0
MDN163C	Injections and Surgical Assisting Skills Lab B	24	1.0		Total:	1200	71.5
MDN164A	EKG and Capillary Puncture	24	2.0		Total Weeks/Quarters:	60/5	
MDN164B	EKG and Capillary Puncture Skills Lab A	24	1.0				
MDN164C	EKG and Capillary Puncture Skills Lab B	24	1.0				

Keyboarding Speed Graduation Requirement:
30 NWPM

* See eligibility requirements under "Class Descriptions" in the Course Catalog.